SUPERINTENDENT'S CONTRACT

[redacted]

[redacted] Bradley L. Meeks [redacted]

[redacted]

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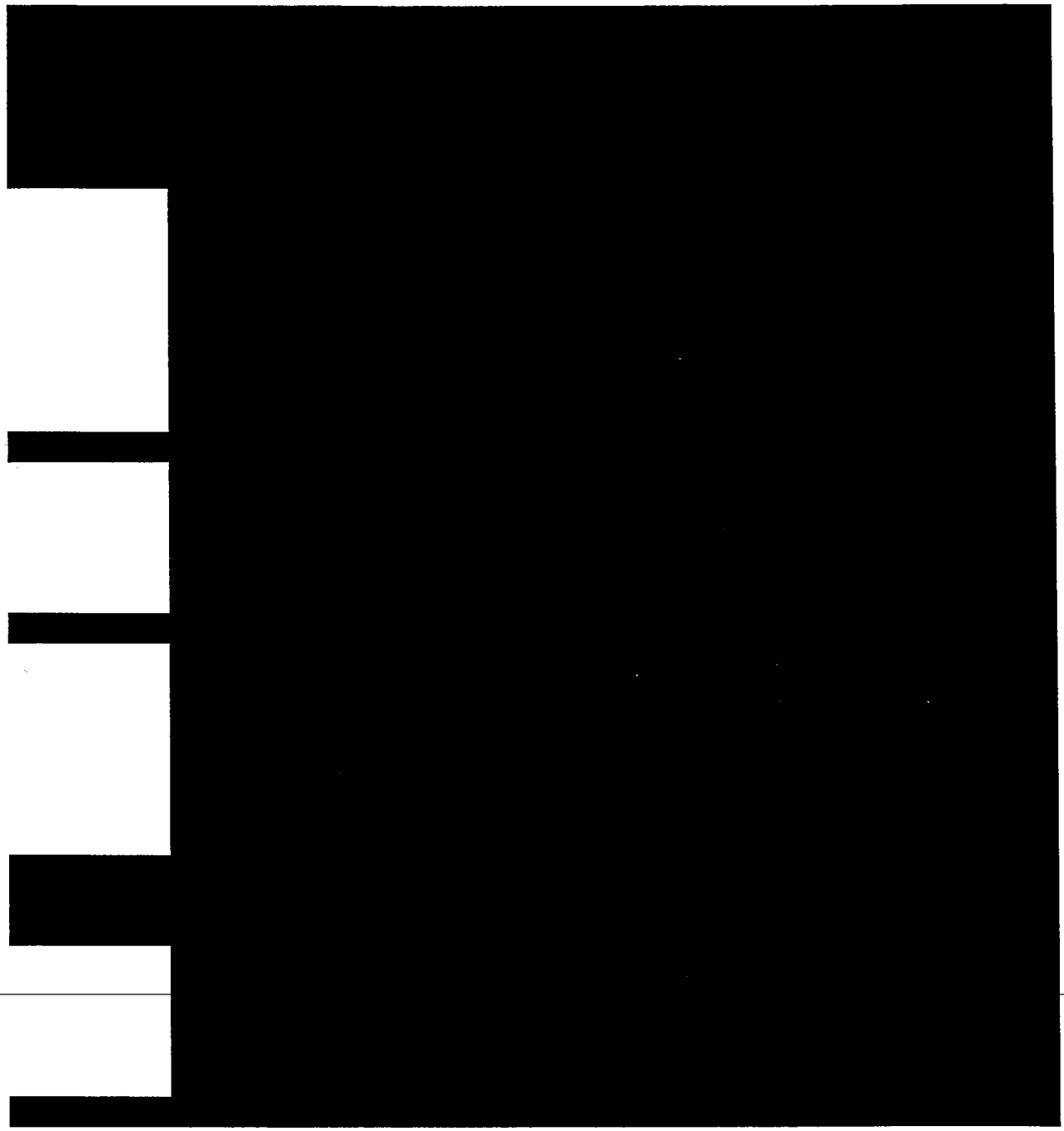
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IV. Duties:

The Superintendent shall have charge of the administration of the schools under the direction of the School Board. The Superintendent shall be the chief executive officer of the School District; shall direct and assign teachers and other employees of the schools under the Superintendent's supervision; shall organize, reorganize and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the school district subject to the approval of the School Board; shall select all personnel subject to the approval of the School Board; shall from time to time suggest policies, regulations, rules and procedures deemed necessary for the School District, and in general perform all duties incident to the office of the Superintendent and such other duties as may be prescribed by the School Board from time to time. The Superintendent shall abide by the policies, regulations, rules and procedures established by the School Board and the State Board of Education. The Superintendent shall have the right to attend all School Board meetings and all School Board and citizen committee meetings, serve as an ex-officio member of the School Board and all School Board committees and provide administrative recommendations on each item of business considered by each of these groups.

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B. Vacation.

Effective September 1, 2006, the Superintendent shall earn twenty-six (26) working days of annual paid vacation. Effective September 1, 2007, the Superintendent shall earn twenty-seven (27) working days of annual paid vacation. Effective September 1, 2008, the Superintendent shall earn twenty-eight (28) working days of annual paid vacation. Upon termination of employment, the Superintendent shall be entitled to payment for any unused vacation days accrued and earned pursuant to the provisions of this paragraph.

The Superintendent may annually elect to receive pay in lieu of unused vacation in an amount not to exceed five (5) days salary per contract year at the per diem rate of pay.

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D. Holidays.

The Superintendent shall be entitled to eleven (11) paid holidays each contract year as designated by the School Board.

1 day preceding New Year's Day	Thanksgiving Day
New Year's Day	Day after Thanksgiving
Good Friday	December 24
Memorial Day	Christmas Day
Independence Day	President's Day (if designated
Labor Day	a holiday by the School Board)

E. Sick Leave.

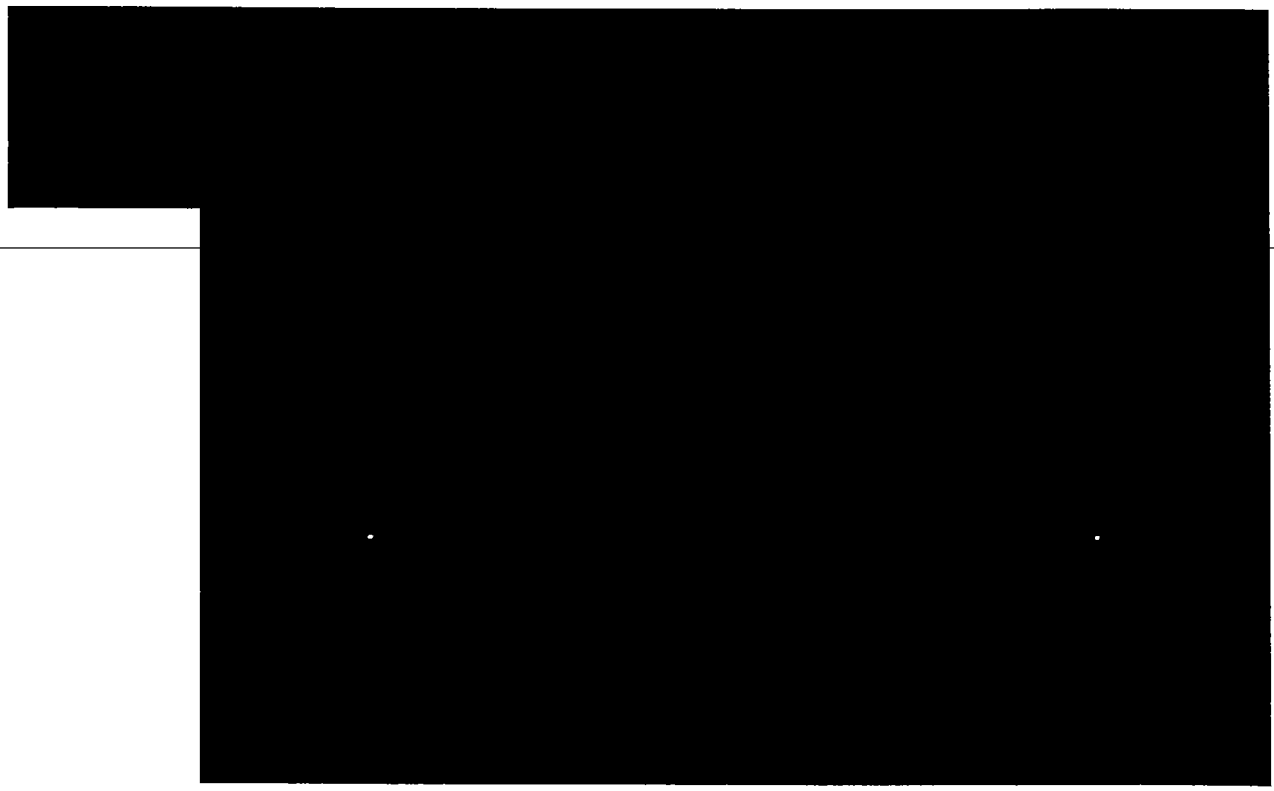
The Superintendent shall earn paid sick leave at the rate of 1.5 days for each working month, which may be accumulated to a maximum of 170 days. Payment for and accrued and unused sick leave days up to a maximum of 170 days shall be paid to the Superintendent upon separation from the School District. The Superintendent, by written notice to the School District prior to December 1 of each contract year, may direct up to ten (10) days of sick leave at the Superintendent's calculated per diem amount, to be paid out under the deferred compensation plan as stated in Subdivision 2 of Section 1, of Article VII of this employment agreement. Any payment of days elected to be paid out under the deferred compensation plan election shall be deducted from the Superintendent's annual accrual.

F. Personal Leave.

The Superintendent may annually be granted five (5) paid personal leave days for personal business or emergency reasons which cannot be taken care of during non-school hours, the days used not to be deducted from any other leave category. Unused personal leave days may be redeemed at the Superintendent's per diem rate of pay.

G. Bereavement Leave.

The Superintendent shall be granted bereavement leave for a death within the Superintendent's immediate or close family. The time utilized shall be in a reasonable amount and shall be determined after conferring with the School Board Chair. Days utilized will not be deducted from sick leave.



VI. Insurance:

A. Subd. 1. Health and Hospitalization and Dental.

The School District shall provide the Superintendent and Superintendent's dependents with health and hospitalization and dental insurance coverage, under the School District's group plan, at the expense of the School District.

Subd. 2. Medical, Vision and Dental Expenses

As of March 1, 2005, the District agrees to deposit annually the amount of $1,500.00 into the flexible spending account of the Superintendent for medical, vision and dental expenses not covered under the District's medical and dental insurance plan. Expenses must meet the same criteria as eligible flexible benefit health expenses. All terms and conditions of the District's flexible spending account shall apply.

Subd. 3. Retirement:

The Superintendent who retires prior to age 65 and who has attained the age of 55 and has ten (10) years of service, shall be eligible to receive single or two-party medical insurance fully paid by the district until the district has made ten (10) annual contributions or until the Superintendent becomes eligible for Medicare. The classification of eligible contributions toward coverage (single or two-party) shall remain in effect during this ten (10) year period or until Medicare eligibility as enrolled at the time of retirement. At the end of the ten (10) year period, the Superintendent shall have the right to remain in the existing group health and hospitalization insurance program at his expense.

The Superintendent who retires prior to age 65 and who has attained the age of 55 and has ten (10) years of service, shall be eligible to receive single or two-party dental insurance fully paid by the district until the district has made ten (10) annual contributions. The classification of eligible contributions toward coverage (single or two-party) shall remain in effect during this ten (10) year period as enrolled at the time of retirement. At the end of the ten (10) year period, the Superintendent shall have the right to remain in the existing group dental insurance program at his expense.

B. Health Care Savings Plan.

Subd. 1. Effective March 1, 2005, the School District will contribute on an annual basis, the sum of $4,750.00 into a Health Care Savings Plan on behalf of the Superintendent. Effective March 1, 2006, the School District will contribute on an annual basis, the sum of $7,750.00. As of March 1, 2006, should the District and the Superintendent mutually agree to the termination of the Superintendent's contract, the Superintendent will be eligible for an amount not to exceed 20% of the accrued contribution to the Health Care Savings Plan. As of March 1, 2007, the Superintendent will be eligible for an amount not to exceed 40% of the accrued contribution to the Health Care Savings Plan. As of March 1, 2008, the Superintendent will be eligible for an amount not to exceed 60% of the accrued contribution to the Health Care Savings plan. As of March 1, 2009, the Superintendent will be eligible for an amount not to exceed 80% of the accrued contribution to the Health Care Savings plan. As of March 1, 2010, the Superintendent will be eligible for 100% of the accrued contribution to the Health Care Savings Plan. If the District and the Superintendent mutually agree to the termination of the Superintendent's contract or the Superintendent's contract expires or is non-renewed at any time between March 1, 2006, and March 1, 2010, the Superintendent shall receive a prorated amount of the accrued contribution of the Health Care Savings Plan in accordance with the percentages stated above. All terms and conditions including payment amounts and schedules of this article must be in accordance with the District's Health Care Savings Plan policy

C. Life Insurance.

The School District shall provide, at the expense of the School District, a group term life insurance plan for the Superintendent providing coverage in the amount of $400,000.00 payable to the Superintendent's named beneficiary.

D. Long Term Disability Insurance.

The School District shall provide a long-term disability plan for the Superintendent providing a benefit of sixty-six percent (66%) of the Superintendent's regular monthly compensation, with a waiting period of not more than sixty (60) calendar days after the date of disability, with such benefits to continue until the Superintendent reaches the age of sixty-five (65) and as long as the Superintendent remains disabled, at the expense of the School District.

E. Liability Insurance.

The School District shall provide, at School District expense, liability insurance naming the Superintendent as an insured, along with the School District, in an amount not less than that which is required by law for the School District.

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The Superintendent shall receive a contribution from the School District on an annual basis of up to $2,000.00 per year to the State of Minnesota Deferred Compensation Plan or, at the option of the Superintendent, in payment of the applicable portion of the premium on a tax-sheltered annuity contract purchased from a qualified insurance company and qualified under Section 403(b) of the Internal Revenue Code. In either case, the School District's contribution shall match the employee contribution, up to $2,000.00 per year, to the State of Minnesota Deferred Compensation Plan or qualified tax-sheltered annuity.

Subd. 2. The School District and the Superintendent shall cooperate in the creation of a plan or plans pursuant to section 401(a) and/or 403(b), and/or 457(b) of the Internal Revenue Code, or elect to participate in a plan sponsored by the State, into which the per diem equivalent of up to five days of accrued sick leave shall be deposited for each calendar year. The Superintendent shall communicate such specific number of days for the upcoming calendar year to the finance department no later than March 1 of each year. However, no amount shall be deposited in excess of the applicable IRS limits on annual contributions to the plan or plans in which the Superintendent participates. To the extent the amount to be contributed under this provision exceeds the applicable IRS limits, the leave shall remain in the accrued leave amount.

B. Automobile.

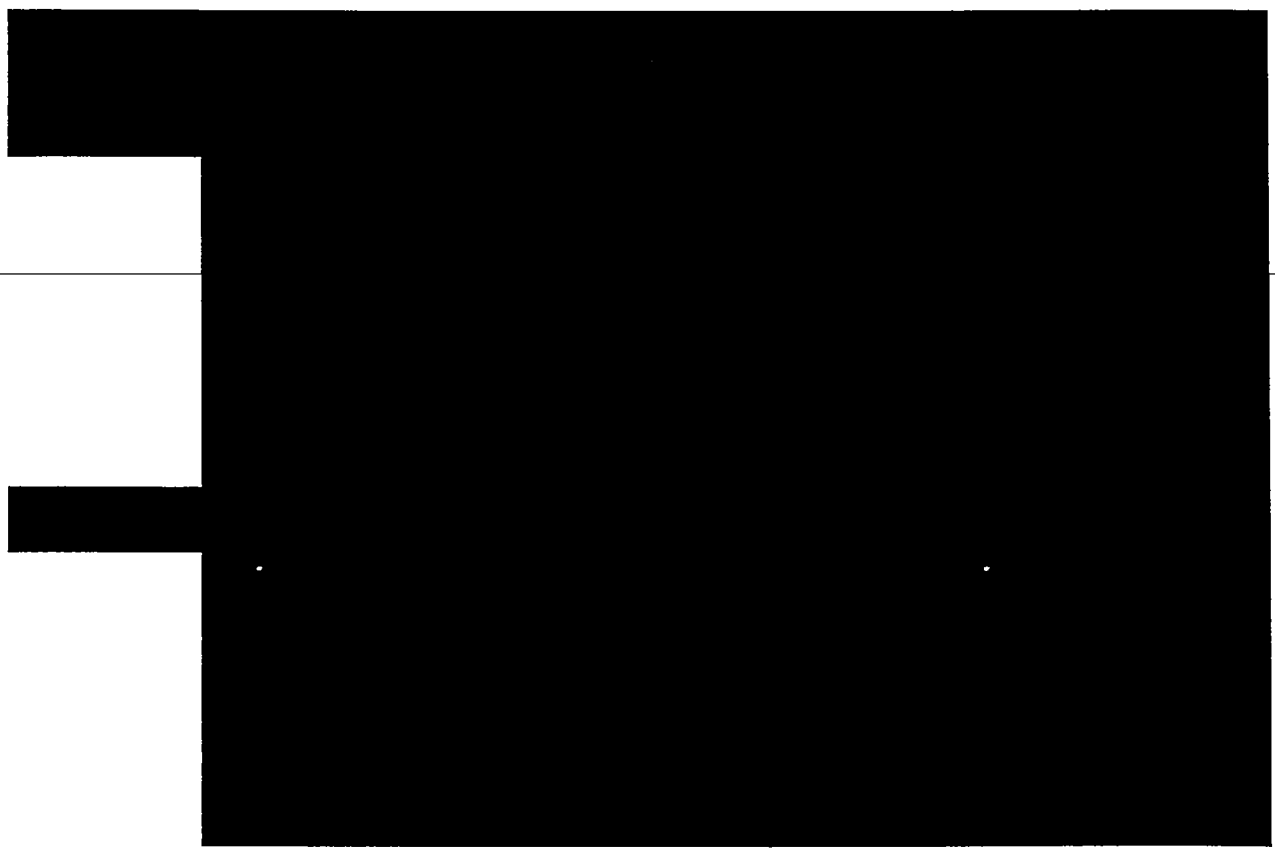
The School District shall provide the Superintendent with a monthly allowance of $600.00 for business use of the Superintendent's private automobile pursuant to M.S. 471.665, Subd. 3.

C. Conferences and Meetings.

The School District shall pay all legally valid expenses and fees for the Superintendent's attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the School Board. The Superintendent shall periodically report to the School Board relative to all meetings and conferences attended. The Superintendent shall file itemized expense statements to be processed and approved as provided by law.

VIII. Salary:

The Superintendent shall be paid an annual salary of $148,000.00 for the 2006-2007 contract year, $154,000.00 for the 2007-2008 contract year and $160,000.00 for the 2008-2009 contract year. The annual salary may be modified, but shall not be reduced, during the term of this contract. The salary shall be paid in 24 equal installments during the contract year.



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2. The School District will pay up to $2,000.00 toward the cost of tuition or fees toward a degree, continuing educational credits, or certification for advanced learning opportunities upon successful completion of the approved course.

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E. [redacted]

[redacted], the School District will pay such membership dues for organizations as are required, directed or permitted by the School Board. [redacted]

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